

MINUTES OF THE UNIVERSITY OF LIVERPOOL SENATE (1022)

24 MARCH 2021 / MEETING HELD REMOTELY VIA ZOOM

<p>Present:</p>	<p>The Vice-Chancellor (in the Chair), Pro-Vice-Chancellors Professor Birch, Brown and Professor Hollander, Executive Pro-Vice-Chancellors Professor Beveridge, Professor Kenny and Professor van der Hoek, Associate Pro-Vice-Chancellors Professor Endfield, Sheffield, Spelman-Miller, and Professor Yates, Dr Adeyemi, Professors Albadri, Atkinson, Balogun, Bearon, Berry, Buse, Dr D Colquitt, Costello, Professor Chalus, Clegg, Cosstick, and Professors Dong and Endfield, Dr Ferrero, Professors Forkert-Smith, Foxhall, Gibson, Guillaume, Dr Heath, Professor Konev , Leek, Dr Madine, Malathouni, Professors Mair, Marshall, McGowan, Morris, O'Halloran, Dr Ormandy and Parameswaran, Professor Patterson, Poole, Saunders, Schewe, Scott, Semple, Sheard, Professor Tackley and Teubner, Dr Timme, Professor Vieira de Mello, Williams, Professor F Watkins and Professor Youngson.</p> <p>The President, Deputy President and one of the Vice-Presidents of the Liverpool Guild of Students and the student representatives from the Faculty of Health and Life Sciences and the Faculty of Science and Engineering were present as representatives of the student body.</p>
<p>Apologies:</p>	<p>Received from 7 members of the Senate.</p>
<p>In Attendance:</p>	<p>Mrs L King (Committee Secretary)</p>

1. Disclosures of Interest

- i. Members were asked to disclose any interest that could give rise to conflict in relation to any item on the agenda. No such interests were disclosed.

2. Minutes of the Previous Meeting held 27 January 2021

AGREED:

- i. The minutes of the meeting held on 27 January 2021 should be approved as an accurate record.

STRATEGIC MATTERS FOR DISCUSSION

3. Project RISE – Report of Phase 1

RECEIVED:

- i. A paper summarising phase 1 progress of Project RISE, along with recommendations for Senate's consideration.

REPORTED:

- ii. In September 2020, the University launched Project RISE (Research in an Inclusive and Sustainable Environment) - to hold a conversation to better understand how they might co-create a response to changes in the research environment stimulated and accelerated by COVID-19. Over 830 colleagues participated in this 'Listening' phase, including academics, professional services and the University Staff Networks.
- iii. Colleagues had been impacted by COVID-19 in a range of different ways: increased parental and caring responsibilities, impacts on the research process and specific impacts on PGR students. There was also evidence of the emergence of a gendered dimension, for example research applications from male colleagues in 2020 increased by 11.6% compared to 2019, while those submitted by women decreased by 19.1% over the same period.
- iv. There was also a clear appetite for longer-term changes to the research environment, for example around more team-based approaches to research and developing more inclusive and collegiate behaviours. Other ideas proposed included new approaches to increasing BAME PGR recruitment and better use of workload model(s) to ensure equity of role distributions.

AGREED:

- v. Senate approved the recommendations contained in the paper, as follows:
 - Immediate implementation of the eight interventions in Appendix 3b as short-term responses to the impact of COVID-19.
 - The ideas in Appendix 4 for further development and implementation in the second 'Consider' phase of the RISE project. This will be designed by the RISE Project Group and this phase will start after the Easter break given the need to focus on REF.

4. Responsible Metrics

4.1 Responsible Metrics Policy & Equality Impact Assessment

RECEIVED:

- i. The draft Responsible Metrics Policy & Equality Impact Assessment

REPORTED:

- ii. This Policy set out the University of Liverpool's approach to the use of metrics in research assessment. Its scope was necessarily high-level, and it was expected that particular situations (e.g. metrics usage for the reading programme or particular metric use in individual research units) would require additional supporting documentation which would be developed when necessary.
- iii. It was recognised that the use and usefulness of metrics varied widely across subject areas. This Policy applied to the use of metrics for research assessment and following DORA principles recognised the need to improve the ways in which researchers and the outputs of scholarly research were evaluated.
- iv. The policy and attached EQIA had been received and discussed by a number of committees, including Research and Impact Strategy Committee (RISC), Research and Impact Committee (RIC), Faculty and School Committees and Key Personnel from Human Resources, The Governance Team, Research Staff Association (RSA) and Key Academics. All research active staff and academics had the opportunity to provide feedback on the draft policy. The Research and Impact Committee recommended approval of the policy to Senate.

AGREED:

- v. Senate members noted thanks to colleagues from the Library who had worked hard to develop a considered policy which responded to the demands of funders, and aligned to DORA principles. Senate approved the policy for Council's endorsement, with one suggested amendment:
 - That the policy should include specific wording to Principle 2 of the policy stating that the methods behind any use of metrics should be open and transparent so that those being evaluated can test and verify the results. This statement was included in prior drafts and is part of DORA, the full statement had not been written into the final policy for readability purposes. It has now been included in the policy.

4.2 Project Shape and Responsible Use of Metrics

RECEIVED:

- i. A paper asking Senate to consider a number of points relating to the Project SHAPE and the Responsible Use of Metrics

REPORTED:

- ii. A paper was put forward to Senate for consideration by an elected Senate representative from the Faculty of S&E. The paper asked Senate to consider the following points:
 - Consider that Project Shape and the associated confidential consultation be paused and a transparent consultation with all staff be reopened, including stages with the Level 1 heads of all existing units within HLS. Any subsequent proposal should be presented to Senate for its consideration and endorsement.
 - Consider that any metrics and measures by which staff are identified as being in scope for redundancy are presented to Senate for its consideration and endorsement.

NOTED:

- iii. Whilst the paper and its contents had been circulated to Senate members for their information, it was not possible to discuss the recommendations during the meeting as this would jeopardise the integrity of the ongoing confidential legal consultation between the University and recognised Trade Unions regarding Project SHAPE.

AGREED:

- iv. The matter should be revisited once the consultation had finished, at which point discussions on this topic would be possible and legally appropriate.

5. Draft Learning and Teaching Principles 2021/22

RECEIVED:

- i. The draft learning and teaching principles for 2021/22

REPORTED:

- ii. The Committee discussed the draft set of teaching and learning principles designed to inform discussion as the University developed its approach for teaching for academic year 2021/22.
- iii. It was likely that operations would not be back to 'normal' in the 2021/22 academic year, and would still be facing some level of COVID-related restrictions, particularly a continuing need for social distancing, which would put pressure on the estate and available teaching capacity. In response, Departments and Schools were now giving thought to how teaching, learning and assessment may be designed in this context.
- iv. It would be important that subjects had the flexibility to design their own approach in a way that was appropriate to their own discipline, but which was underpinned by an active learning approach and consistent with a set of principles which underpinned a high quality and engaging student experience for all University of Liverpool students.
- v. A top-level expectation, therefore, was that each individual student would experience a balance of on-campus and on-line delivery. The proportion of time on-campus may be determined as appropriate for the discipline, but the rationale for that balance needed to be justifiable in terms of providing the best experience for students.
- vi. These principles were designed to help inform the University's continuing response to the impact of the COVID-19 pandemic, and build on the considerable learning and experience that disciplines now had in the flexible delivery of our programmes. Delivery for 2021/22 could build on the many examples of successful initiatives and delivery methods, whilst also evolving practices that had worked less well.
- vii. In order to plan, the University now needed to gather some preliminary information from each School/Department about their plans for programme delivery in 2021/22. These plans must be consistent with the principles, or clearly explain the rationale where deviations occurred.

NOTED:

- viii. Senate welcomed the principles and the introduction of the 1 metre plus rule in replacing 2 metre social distancing, which would make a difference to campus capacity. However, members also noted the need for flexibility and clear communication as regional and national restrictions shift; this could

mean students are asked to adhere to a different set of rules on campus compared to the wider Liverpool area.

6. REPORTS OF THE SUB COMMITTEES

6.1 Research and Impact Committee*

RECEIVED and NOTED:

- i. A report of the Research and Impact Committee, held on 11 March 2021, covering the following items:
 - Responsible Metrics Policy (Full EQIA completed)
 - Project Rise Update

6.2 PGR Committee*

RECEIVED and NOTED:

- i. A report from the PGR Committee held on 1 March 2021, covering the following items:
 - Executive Doctorate of Business Administration – Programme Title and Ordinance
 - XJTLU 100% Supervision Proposal
 - XJTLU Taicang Campus
 - Update to Appendix 3 of the PGR Code of Practice

6.3 Education Committee*

RECEIVED and NOTED:

- i. A report from the Education Committee held on 3 March 2021, covering the following items:
 - Student Attendance and Engagement Policy
 - Careers and Employability
 - The First '100 Days' Insight
 - Careers and Employability Update – Support for Students
 - University Estate: Future Plans and Campus Optimisation
 - Teaching Delivery in 2021/22
 - Updates from the Student Success Boards

7. Other Items for Approval / Note

7.1 Monitoring of Student Complaints for the Academic Session

RECEIVED:

- i. The annual summary report on complaints considered under stages 1 and 2 of the procedure.

REPORTED:

- ii. The Student Complaints Policy and Procedure (SCPP) included a requirement for an annual summary report on complaints considered under Stages 1 and 2 of the Procedure to be made to the Senate and the Council, to any other appropriate committee and to the Liverpool Guild of Students.
- iii. *Part of minute redacted due to commercial interest.* The Procedure for Student Complaints in the Event of Major Disruption was activated in 2019/20 in response to periods of industrial action and the COVID-19 pandemic.
- iv. *Paragraph redacted due to commercial interest.*
- v. In Session 2019/20, the 'Procedure for Student Complaints in the Event of Major Disruption' was activated during and in the aftermath of industrial action in Semesters 1 and 2, and in relation the COVID-19 pandemic in Semester 2. Complaints handled under the procedure were flagged in the Stage 1 Complaints sections in the report. *Part of minute redacted due to commercial interest.*
- vi. The SCPP had been scheduled for review during 2019/20. Due to a restructure of the Academic Compliance Team during the year, this review had been postponed. Discussions had since taken place regarding the scope of the review, and it was intended to complete the review by the end of the current academic year.

7.2 Report on Actions Taken by the Chair on Behalf of Senate*

RECEIVED and NOTED:

- i. A report containing details of action taken by the Vice-Chancellor on behalf of the Senate in relation to the recommendation for approval of:
 - New regulation for PGT programmes active for 20/21 graduates

- Update to Appendix E of the Policy on Student Conduct and Discipline

8. Date of Next Meeting

The next meeting would take place on Wednesday 30 June 2021